



Request for Quote

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STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
ONE CAPITOL HILL
PROVIDENCE RI 02908

CREATION DATE : 01-NOV-12
BID NUMBER: 7458252
TITLE: C-PRINT CAPTIONIST - URI

BUYER: Melillo, Charlotte A
PHONE #: 401-574-8110

BLANKET START : 01-DEC-12
BLANKET END : 30-JUN-14
BID CLOSING DATE AND TIME: 30-NOV-2012 10:15:00

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URI ACCOUNTS PAYABLE
CARLOTTI ADMINISTRATION BLDG
75 LOWER COLLEGE ROAD, SUITE 1
KINGSTON, RI 02881
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URI SPECIAL INSTRUCTIONS
SEE BELOW
SEE BELOW, RI N/A
US

Requisition Number: 1291578

Line	Description	Quantity	Unit	Unit Price	Total
1	12/1/12 - 6/30/14 WITH STATE'S OPTION TO RENEW FOR AN ADDITIONAL YEAR C-PRINT CAPTIONIST DELIVER SERVICES TO: OFFICE OF STUDENT LIFE - DISABILITY SERVICES 302 MEMORIAL UNION 50 LOWER COLLEGE RD KINGSTON, RI 02881 * BUYER EMAIL: charlotte.melillo@purchasing.ri.gov for any questions concerning this bid. Questions will be entertained until Nov. 20, 2012. * NOTE TO VENDORS: PROOF OF BACHELOR DEGREE FROM AN ACCREDITED INSTITUTION, TYPING CERTIFICATE WITH MINIMUM TYPING SPEED OF 70 WPM WITH 80% ACCURACY AND PROOF OF SUCCESSFUL COMPLETION FOR C-PRINT CAPTIONIST TRAINING FROM THE NATIONAL TECHNICAL INSTITUTE FOR THE DEAF OR EQUIVALENT TRAINING PROGRAM MUST BE SUBMITTED WITH YOUR BID. * 12/1/12 - 6/30/13 C-Print Captionist per attached bid specifications - bid a price per one hour of service (1 each = 1 hour)	1.00	Each		
2	7/1/13 - 6/30/14 C-Print Captionist per attached bid specifications - bid a price per one hour of service (1 each = 1 hour)	1.00	Each		
3	7/1/14 - 6/30/15 C-Print Captionist per attached bid specifications - bid a price per one hour of service (1 each = 1 hour)	1.00	Each		

Delivery: _____

Terms of Payment: _____

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer

Requested Purchase Specifications for C-Print Captionist,
University of Rhode Island.

Toward the requisitioning of a potential Master Price Agreement for C-Print Captionist for RI State
Higher Education Institutions.

Requested criteria:

1. Technician/captionist will have an earned Bachelor Degree from an accredited institution.
2. Minimum typing speed to be 70 WPM with 80% accuracy.
3. Technician/captionist will present an authentic original certificate of successful completion for C-Print Captionist Training from the National Technical Institute for the Deaf or equivalent training program.
4. Classroom notes are to be provided directly to the college/university by the agency; editing of notes is by request and/or prior approval only.
5. Minimum 2-hour charge allowed for each daily schedule of Classroom Transcription time (Classroom transcription time is limited to the official course or lab schedule published by enrollment services.)
6. No charge for Equipment/software set up or maintenance
7. Editing Time (by institution request or prior approval) at 1/2 hourly transcription rate.
8. Mileage Compensation at RI state-approved mileage rate.
9. Reduced Travel compensation rate for trips at or over 25 miles one-way
10. No Charge for trips under 25 miles one way
11. Dictionary setup: (at Classroom Transcription rate) one hour per 20 weekly classroom hours

Disability Services for Students
University of Rhode Island, Office of Student Life
302 Memorial Union
Kingston, RI 02881

Contract Terms and Conditions

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Terms and Conditions

PURCHASE ORDER STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS PURCHASE ORDER

PURCHASE AGREEMENT BID

BIDDING (a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State. (b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered. (c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost. (d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request. **ORDERING** (a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period. (b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.

RIVIP INFO - BID SUBMISSION REQUIREMENTS

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AWARD

THE STATE, AT ITS SOLE DISCRETION, SHALL RESERVE THE RIGHT TO MAKE ONE OR MULTIPLE AWARDS FOR THIS REQUIREMENT AND/OR TO REJECT ANY OR ALL BIDS.